

**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION MINUTES  
WEDNESDAY, February 11, 2015**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met on Wednesday, February 11, 2015 at 6:40 PM in the Upstairs Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Greg Kuzmar called the meeting to order. Minutes were prepared by Cecile Petro, Redevelopment Director.

**ROLL CALL:** Commissioners present included Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Attorney Carol Green-Fraley, Councilman Dan Vassar, and Redevelopment Director Cecile Petro.

**General Substance of the Discussion**

**Agenda Review**

After introductions of new and reappointed members to the Redevelopment Commission was completed, members reviewed the agenda. Following the agenda review, all members were sworn into office by Clerk-Treasurer Michael Griffin.

**Town Theatre**

The Commissioners discussed payment to the architect for the first phase of renovation of the Town Theatre. They would like the letter with the payment to read, “full and complete payment for work completed to date”.

**Town Theatre--TomFoolery Fundraiser Event**

Members reviewed fees for the event including a \$25 ticket price; Town Theatre Founding Memberships for 2015 at various levels for Students and Seniors (\$20), Individuals (\$25), Families (\$40), and Small Businesses (\$75); promotional materials for sale from a range of \$10 to \$250; silent auction items to be determined by market value; and give the Redevelopment Director the authority to set the fees on other items.

**2917 Highway Avenue and 2821 Jewett Avenue**

The Commission discussed the proposed demolition costs for 2917 Highway Avenue and 2821 Jewett Avenue. After asking two firms that provided separate quotes for each property and a combined quote for both properties, the Commission would like to ask each firm if they will honor their initial quotes because those were the most responsible and lowest quotes. Commissioners also discussed giving the Redevelopment Director the authority to sign the respective contracts.

The Study Session was adjourned for the Public Meeting at 7:37 PM.

**HIGHLAND REDEVELOPMENT COMMISSION  
PUBLIC MEETING  
February 11, 2015**

The Highland Redevelopment Commission (“Commission”, “RC”) met in a Public Meeting on February 11, 2015 at 7:38 PM in the Upper Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Greg Kuzmar called the meeting to order.

**ROLL CALL:**

Present on roll call included Redevelopment Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Attorney Carol Green-Fraley, School Town of Highland Commissioner Pat Krull, and Economic Development Commissioner George VandeWerken. Taking minutes for the meeting was Director Petro.

**MINUTES OF PREVIOUS SESSIONS:**

Commissioner Kessler made a motion to approve the minutes of Public Meeting and Study Session of January 14, 2015 and the Study Session of January 28, 2015. Commissioner Noce seconded the motion. **Motion carried by a unanimous voice vote.**

**PUBLIC COMMENTS:** None

**SPECIAL ORDERS:**

Commissioner Kessler presented a slate of officers: Dominic Noce-President, Greg Kuzmar-Vice President, and Jim Kessler-Secretary. No other nominations were heard. Commissioner DeGuilio-Fox seconded the motion. No discussion was heard. **Motion passed by a unanimous voice vote.**

President Noce asked Vice-President Kuzmar to complete tonight’s agenda and Mr. Kuzmar agreed.

**COMMUNICATIONS:** None

**UNFINISHED BUSINESS AND GENERAL ORDERS:**

Vice President Kuzmar **tabled the Liability Waiver for Operation SOS** at this time. The Commission directed Attorney Green-Fraley to contact the Town Council members regarding the liability waiver and to stress the importance of the waiver for the Town.

Vice President Kuzmar **tabled the 2015 Goals** until the new members have more time to review and comment.

Commissioner Noce made a motion to approve spending \$150 for musicians to perform at each Farmers’ Market during the 2015 season, not to exceed \$2550. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by a unanimous voice vote.**

**NEW BUSINESS:**

Commissioner Noce made a motion to add an item to the agenda. The item is in regards to fundraiser fees that will be charged at the Town Theatre—TomFoolery Event on February 20, 2015. Commissioner Delaney seconded the motion. **Motion carried by a unanimous voice vote.**

Commissioner Noce made a motion to approve fees for the event including a \$25 ticket price; Town Theatre Founding Memberships for 2015 at various levels for Students and Seniors (\$20), Individuals (\$25), Families (\$40), and Small Businesses (\$75); promotional materials for sale

from a range of \$10 to \$250; silent auction items to be determined by market value; and give the Redevelopment Director the authority to set the fees on other items. Commissioner DeGuilio-Fox seconded the motion. **Motion passed by a unanimous voice vote.**

Commissioner Noce made a motion to approve Resolutions 2015-04 and 2015-05, Resolutions of the Town of Highland Redevelopment Commission Authorizing a Contract with Actin Contracting, LLC for the Demolition of a House and Garage at 2917 Highway Avenue, not to exceed \$11,835.00 and a Contract with Krooswyk Trucking & Excavating for the Demolition of an Office Building and a Fence at 2821 Jewett Avenue, not to exceed \$4,080.00, and Authorized the Director to Enter Into Contracts Based Upon Those Quotes. Commissioner Kessler seconded the motion. **Motion carried by a unanimous voice vote.**

Commissioner Noce made a motion to provide Farmers' Market Musicians throughout the season for a cost not to exceed \$2550. Commissioner DeGuilio-Fox seconded the motion. **Motion passed by unanimous voice vote.**

**ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:**

Commissioner Kessler made a motion to approve the account payable vouchers as presented. Commissioner Delaney seconded the motion. **Motion carried by unanimous voice vote.**

**BUSINESS FROM THE COMMISSIONERS:**

Commissioner Noce thanked Commissioner Kuzmar for his service as President in 2014 and all of the extra work and time he spent on various projects. Mr. Noce also thanked Commissioner Kessler for his work on projects during 2014. Both Commissioners Kuzmar and Kessler thanked Commissioner Noce for his kind comments.

**NEXT MEETING:**

The next public meeting will be held on March 11, 2015, at 7:00 PM. A Study Session will precede the Public Meeting at 6:30 PM and may follow the meeting. The next full Study Session will be held on February 25, 2015. The next Highland Main Street meeting will be held on Thursday, March 5, 2015 at 7:30 PM.

**ADJOURNMENT:**

Commissioner Noce made a motion to adjourn. Commissioner Kessler seconded the motion. **Motion carried by a unanimous voice vote at 8:08 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION  
STUDY SESSION RECONVENED  
February 11, 2015**

The Highland Redevelopment Commission ("Commission", "RC") reconvened its Study Session at 7:36 PM in the Upper Conference Room of the Municipal Building at 3333 Ridge Road, Highland, Indiana on February 11, 2015.

**ROLL CALL:** Present on silent roll call included Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Economic Development Commissioner George VandeWerken, Attorney Carol Green-Fraley, and School Town of Highland Commissioner Pat Krull. Minutes were taken by Director Petro.

**General Substance of the Study Session**

**8610 and 8612 Kennedy Avenue**

Attorney Green-Fraley informed the RC that the \$155,000.00 offer to purchase 8610 & 8612 Kennedy Avenue was submitted to the owner. The offer states that the offer is not subject to any lease and the property would be the Commission's, free and clear.

**Town Theatre**

The Director provided an update on the Town Theatre, both structurally and operationally. The Commission discussed next steps to renovate the existing theatre portion of the project. They also discussed the upcoming TomFoolery fundraiser for the theatre.

**Art and Cultural District**

Commissioners discussed continuing Condit Street across the bike path.

**Highland Rookery**

The Commission discussed the potential parking area at the rookery and directed the Director to obtain a quote on the cost to prepare parking spaces at that location.

**Update on properties in Highland**

The Director provided information on the status of various properties within the town.

**Adjournment**

The Study Session was adjourned at 9:05 PM.